

FREQUENTLY ASKED QUESTIONS REGARDING NURSE AIDE CERTIFICATION STATUS

Q. How to check status of certification?

A. Go to the nurse aide registry, click on certification verification then enter just a first name in the first name box (no last name) and the social security number with the dashes. The link to the Kansas Nurse Aide Registry is: www.ksnurseaidregistry.org

Q: How does a nurse aide go inactive?

A: If the aide does not work at least 8 hours in a two year period the certificate goes inactive. Once the aide goes inactive they are not eligible to work.

Q: When a nurse aide goes inactive how do they become active?

A: They may take a two day refresher course through a community college, or do a task checklist with an RN in a long term care facility or hospital. At the end of the course or checklist the paperwork is sent to Health Occupations Credentialing (HOC) and once processed the aide will then be active.

Q. What is a checklist and where do we get the form?

A. The checklist is a list of 18 skills that an RN must watch the aide perform to determine if their skills are satisfactory. The RN must contact HOC for the form. The form is not sent to the aide and the aide is not to have a copy of the checklist once it is done.

Q: Does RN need to be an instructor?

A: No, the RN is not required to be an instructor. The checklist is to be done one on one with the RN. The checklist cannot be done in conjunction with a nurse aide course.

Q: Can the checklist be done by an LPN?

A: No, it must be a Registered Nurse.

Q: Can the aide work while doing the checklist?

A: No the aide is not eligible to work until back active on the Kansas nurse aide registry.

Q: Where can the checklist be done?

A: In a long term care facility, hospital or a lab setting at a school?

Q: Can the checklist be done for an out of state nurse aide?

A: No the task checklist is only for Kansas nurse aides who are inactive.

Q: Can the checklist be done through a home health agency?

A: No, a home health agency cannot do the checklist.

Q: If the facility has a ban on training can they do the checklist?

A: A ban on training does not prohibit a facility from doing the checklist.

Q: Is the aide or facility notified when the status has change to active?

A: No, it is the responsibility of the potential employer to check the registry for status of a nurse aide.

Q. Can anyone check the Kansas nurse aide registry?

A. Yes the registry is open to the public. Once in the site you just put in the first name and the social security number with the dashes. www.ksnurseaidregistry.org.

Q: If the aide is certified as a medication aide and has taken the update course does that update the nurse aide certificate?

A: No, that will only renew the medication aide certificate.

Q: Once the aide is active is a new certificate mailed?

A: No, HOC no longer issues certificates.

Q: If the aide is an active certified medication aide or home health aide but the nurse aide is inactive can they work as a medication aide or home health aide?

A: No, the nurse aide certificate must be active and the med aide and/or home health aide must also be active.

FREQUENTLY ASKED QUESTIONS REGARDING MEDICATION AIDE

CERTIFICATION STATUS

Q. When does the medication aide certificate expire?

A. The medication aide certificate will expire two years from the issue date and each individual must take the 10 hour medication aide update course to renew.

Q. When should the update course be taken?

A. Anytime in the two year period, but it is best to start looking for a course 6 months prior to the expiration date.

Q. Medication aide certificate is expired can the medication aide continue to work?

A. No, once the med aide certificate is expired the aide cannot pass medications until the certificate is back active on the registry.

Q. When will the new expiration date show on the registry?

A. If the medication aide certificate is expired the new date will show as soon as the information is entered by HOC. If however the certificate is not expired the new date will not show until the current certificate is expired. So if the certificate expires May 1st and it has been updated the new expiration date will not show until after midnight on the day of the expiration date.

Q. If the medication aide certificate is expired how long does a medication aide have to renew?

A. The aide has one year from the expiration date to renew the certificate. They must complete the update course prior to the year date. If the certificate expired July 4, 2013 they must complete the course prior to July 4, 2014.